

# Process for Obtaining Phytosanitary Certificate

**Short Description:** Phytosanitary Certificate, which ensures plant and plant products are free from pests and diseases, is mandatory to export plant and plant products from Bangladesh

**Legal Basis of the Certificate:** Plant Quarantine Act, 2011, Sec. 18 (1); Plant Quarantine Rules, 2018, Rule 15 (1), Rule 15 (2), Rule 16 (1)

**Responsible Agency:** Plant Quarantine Wing (PQW) of Department of Agriculture Extension (DAE)

**Applicability:** Anyone who wants to export plant and plant products from Bangladesh

**Time of Submission:** Before export

**Method of Submission:** Online

**Fee:** According to the Schedule-6 of Plant Quarantine Rules, 2018. The fee for fruits and vegetables is: Taka 0.25 per kg with minimum 500 Taka per Certificate. The fee for Rice and Grain is: Taka 0.25 per kg with minimum 500 Taka per Certificate. The fee for Spices, pulses, and other plant products is: Taka 0.25 per kg with minimum 500 Taka per Certificate. **Processing Time:** 24 hours for perishable items; 2-3 days for food stuff; 4-5 days if fumigation is needed; 2-3 days if heat treatment is needed

**Validity:** Twenty-four hours for perishable items; 15 days for non-perishable items

## Steps to Obtain Phytosanitary Certificate from Plant Quarantine Wing (PQW)

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| <b>Step 1:</b> Go to <a href="#">online system of PQW</a> and login into the system  |
| * A new user has to open an account for logging in   |
| <b>Step 2:</b> From the system menu bar click application and select "Phytosanitary Certificate"   |
| <b>Step 3:</b> Fill up the application form with required information, including name of port, applicant info, product info, contact person info |
| <b>Step 4:</b> Attach required documents   |
| <b>Step 5:</b> Pay the total fee through online or through bank challan  |
| <b>Step 6:</b> Submit the application  |
| <b>Step 7:</b> Collect the hardcopy of signed Phytosanitary Certificate from PQW   |

## **Required Documents**

1. Trade License
2. Taxpayer Identification Number (TIN)
3. Vat Registration
4. Sale Contract/LC/TT
5. Packing List
6. Export Registration Certificate (ERC)
7. Invoice

## **Other documents (If necessary)**

1. NID
2. Test Certificate
3. Import Permit of the Importing Country

## **Contact for Further Information**

Plant Quarantine Wing

Department of Agriculture Extension

Khamarbari, Dhaka-1215